

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 136
SEPTEMBER 5, 2012 – WORK SESSIONS**

**Public Works
Summary Minutes**

Work Session was held between the County Commissioners and Public Works on Wednesday, September 5, 2012, at 9:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair **Staff:** Pam Dill
 Kelly Emerson, Member
 Angie Homola, Member

Staff Present: Bill Oakes, Director, Devin Joslin, Steve Marx, Connie Bowers, Bryant Mercil, Pete Seybert

Others Present: Elaine Marlow, Budget Director

Record @ 00:10

Add-On

Subject/Description:

Attachment: none

Information: Bill Oakes briefed the Board on issues surrounding a vacation submitted by Mr. Robert Mueller requesting Island County vacate Jodhpurs Drive, scheduled for Public Hearing on Monday, September 10, 2012.

Public Works

Subject/Description: **Capital Improvement Plan 2013-2018**

Attachment: CIP 2013-2018

Action Requested: Bill Oakes reviewed the proposed schedule of capital expenditures for the Six Year Plan 2013-2018.

Follow Up: Okay with full Board to move forward to Monday's regular agenda.

Subject/Description: **Selection Recommendation: Fairgrounds Roof**

Attachment: Quote Tabulation & Engineer's Recommendation

Action Requested: Recommend contract award to Rainshield Roofing and Construction, Inc. as the lowest responsible quote; Amount: \$121,879.75.

Follow Up: Okay with full Board to move forward to Monday's agenda.

Solid Waste

Subject/Description: **Consultant Selection – Solid Waste Comp Plan**

Attachment: none

Action Requested: Postponed.

Follow Up:

Roads

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 137
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Subject/Description: Call for Bids – 2012 Regulatory & Warning Sign Replacement: Whidbey & Camano Island; CRP 09-08

Attachment: Memo & proposed Improvement Map

Action Requested: Approval for a formal call for bids for 2012 Regulatory & Warning Sign replacement; Estimated Cost: \$135,000-\$155,000 (federal grant funds)

Follow Up: Okay with full Board.

Subject/Description: Call for bids – Aluminum Traffic Sign Poles; CRP 11-01

Attachment: Memorandum dated 8/23/12 from Devin Joslin to BOCC

Action Requested: Approval for a formal call for bid for Traffic Sign Pole Packages; Estimated Cost: \$39,000. (federal grant funds).

Follow Up: Okay with full Board.

Subject/Description: CRP 96-06: IFSA 00055-0001/Frostad Road Improvement Project, Wetland Area Phase 2 Planting – Bid Award Recommendation

Attachment: Memorandum dated 8/17/12 from Pete Seybert to BOCC

Action Requested: Approval of bid award to the lowest bidder, Matia Contractor, Inc.: Amount: \$102,839.00.

Follow Up: Okay with full Board.

Subject/Description: Supplemental Agreement No. 3; East Camano Drive/McElroy Drive Intersection Improvement Project – CRP 10-04; WO 195; Fed Aid No. STPR-P153 (001)

Attachment: Memorandum dated 8/8/12 from Joe Araucto, to BOCC

Action Requested: Approval of Supplemental Agreement No. 3 to the Consultant Contract with Reichhardt & Ebe Engineering, Inc. extending the contract completion date to December 31, 2012.

Follow Up: Okay with full Board to move forward to a Monday agenda.

**Human Resources
Summary Minutes**

Work Session was held between the County Commissioners and Human Resources on Wednesday, September 5, 2012 at 9:35 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Kelly Emerson, Member
Angie Homola, Member

Staff: Pam Dill

Staff Present: Melanie Bacon, Human Resource Director

Others Present: Elaine Marlow, Budget Director, Jackie Henderson, Suzanne Turner, Andy Griffin

Record @ 35:22

Subject/Description: Wellness Incentive Program 2012

Attachment: draft resolution

Action Required: Approve resolution continuing the Wellness Incentive Program for Island County.

Follow up: Okay with full Board to move resolution forward to Monday's agenda.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 138
SEPTEMBER 5, 2012 – WORK SESSIONS**

Subject/Description: Vacation payout request

Attachment: none

Action Requested: Approval for pay out of vacation hours for Jason Turpin in an amount greater than 240 hours. Melanie briefed the Board on Mr. Turpin's request and the Board agreed to allow the Auditor's Office to work out an alternate schedule for pay out resulting in a loss to Mr. Turpin of approximately 4 hours.

Subject/Description: Job Requisitions

Attachment:

Action Requested:

Human Services

- Substance Abuse Counselor – Temp Position – C-11- 1.0 FTE - #058/12
Commissioner Homola moved to approve Job Requisition #058/12. The motion was seconded by Commissioner Emerson and carried unanimously.
- Early Childhood Mental Health Specialist – New Position - C-11 1.0 FTE #060/12
Commissioner Emerson moved to approve Job Requisition #060/12. The motion was seconded by Commissioner Homola and carried unanimously.

Health

- WIC Certifier –replacement position – C-6 - 0.73 FTE #059/12
Commissioner Homola moved to approve Job Requisition #059/12. The motion was seconded by Commissioner Emerson and carried with a vote of 2-1. Commissioner Emerson opposed the motion.

Planning & Community Development

- Long-Range Planner –replacement position – C-10/C-11 1.0 FTE #061/12
Commissioner Homola moved to approved Job Requisition #061/12. The motion was seconded by Commissioner Emerson and carried with a vote of 2-1. Commissioner Emerson opposed the motion.

WSU

- Accounting Coordinator – new position – NR-9 .50 FTE #062/12
Commissioner Emerson moved to approve Job Requisition #062/12. The motion was seconded by Commissioner Homola and carried unanimously.

Add-On

Subject/Description: On-site Biometric Testing

Attachment: none

Action Requested: Approval from the Board to provide employees with Biometric Testing by Vivacity onsite in Coupeville.

Follow up: Melanie will be sending out an HR Newsletter and will let employees know that the Board is considering bringing Vivacity onsite in Coupeville to provide biometric screening and if enough people respond positively, she will schedule with Vivacity.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 139
SEPTEMBER 5, 2012 – WORK SESSIONS**

**Planning & Community Development
Summary Minutes**

Work Session was held between the County Commissioners and the Planning Department on Wednesday, September 5, 2012 at 10:10 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Kelly Emerson, Member
Angie Homola, Member

Staff: Pam Dill

Staff Present: Bob Pederson, Director, Andy Griffin, Brad Johnson

Others Present: Elaine Marlow, Budget Director

Record Part 1 @ 01:08 & Part 2 @ 00:02

Subject/Description: 2016 Periodic update

Attachment: Memo dated 8/30/12 from Brad Johnson to BOCC

Information: Brad Johnson briefed the Board on the periodic update process, Island County's statutory obligations under the GMA, required amendments to the County Wide Planning Policies, the process of selecting an Office of Financial Management (OFM) population range for GMA planning purposes and the process of allocating population growth to different areas of the County and evaluating potential changes to Urban Growth Area (UGA) boundaries.

**Health Department
Summary Minutes**

Work Session was held between the County Commissioners and the Health Department on Wednesday, September 5, 2012, at 10:55 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Kelly Emerson, Member
Angie Homola, Member

Staff: Pam Dill

Staff Present: Keith Higman, Director, Kerry Graves, Loretta Bezold, Katie Hicks

Others Present: Elaine Marlow, Budget Director

Record Part 2 @ 12:16

Add-On

Subject/Description: Cribs for Kids (All Baby and Child, Inc. Mini-Grant Program)

Attachment: none

Action Requested: Approval to apply for a \$2500.00 matching grant for 75 Graco Pac n Plays. Matching grant funds will come from the New Baby New Family program.

Follow up: Okay with full Board.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 140
SEPTEMBER 5, 2012 – WORK SESSIONS**

Administration

Subject/Description: Request for space – Camano Health Services Building

Attachment: yes

Action Requested: Approval to allow Jessica Drain with Families and Friends of Violent Crime Victims, a private, non-profit organization that provides advocacy services to crime victims and their families, to use space in the Family Resource Building on Camano one day a month.

Follow up: Okay with full Board.

Subject/Description: Community Health Assessment (CHA) Community Health Improvement Plan (CHIP)

Attachment: none

Information: Katie Hicks provided the Board with a brief introduction to the Island County 2012 Community Health Assessment and Community Health Improvement Plan.

The top 5 key issues:

- Overweight or obese adults
- Lack of physical activity in adults
- Loaded and unlocked firearms in the home
- Children's oral health (emphasis on cavities)
- Adult Mental Health issues

Follow up: Formal presentation to the BOH on September 17, 2012.

Subject/Description: Department of Health – Consolidated Contract, C16886, Amendment #4

Attachment: contract

Action Requested: 2012-2014 Consolidated Contract with Department of Health; Amendment # 4; Contract Period: 1/1/12-12/31/14; Amendment Amount: \$66,812.00.

Follow up: Okay with full Board to move forward to Monday's agenda.

Subject/Description: Gallery Golf Course Irrigation Water Right Permit – Draft Letter

Attachment: draft letters A & B

Action Requested: At the August 8, 2012 Work Session Keith Higman was asked by a majority of the Board to prepare a draft letter to the Navy for the Board's consideration in response to the WRAC's recommendations. Keith provided the Board with two separate draft letters for their review.

Commissioner Homola suggested a couple of amendments to letter "A".

Follow up: Okay with Board to move amended letter "A" forward to the Board's September 10, 2012 regular agenda.

The Board recessed at 11:40 a.m. and reconvened at 2:00 p.m. in Budget Workshop.

Elaine Marlow, Budget Director, reviewed revenue and expenditure estimates. Video of the Budget Workshop can be viewed at <http://www.islandcounty.net/commissioners/video/>

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 141
SEPTEMBER 5, 2012 – WORK SESSIONS**

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Helen Price Johnson, Chair

Kelly Emerson, Member

Angie Homola, Member

ATTEST:

Elaine Marlow, Clerk of the Board